

**JEFFERSON COUNTY HIGHWAY COMMITTEE
MEETING MINUTES**

Tuesday, April 25th, 2023

The Jefferson County Highway Committee met on Tuesday, April 25th, 2023, at 7:30 A.M. for a meeting at the Highway Office.

ROLL OF THE HIGHWAY COMMITTEE:

Members present: George Jaeckel; Curtis Backlund; Bruce Degner; Mark Groose; Roger Lindl

Members absent:

Also Present: William Kern, Highway Commissioner
Jacob Borth, Highway Department
Kelsey Perry, Highway Department
Brian Udovich, Highway Department
Sean Heaslip, Highway Department
Ben Wehmeier, County Administrator
Frankie Fuller

The purpose of the meeting was to review and approve vouchers and other highway business.

HIGHWAY COMMITTEE MINUTES:

The minutes from the March 28th, 2023, Highway Committee meeting, having been distributed in advance, it was moved by Mr. Backlund and seconded by Mr. Degner to approve the minutes as printed.

Carried by the following roll call:

AYES: Jaeckel, Backlund, Degner, Groose, Lindl

NOES: None

ABSENT: None

ABSTAIN: None

CORRESPONDENCE:

Newsletters/E-Mails:

- NONE

News Releases/Notices:

- NONE

PUBLIC COMMENT:

- NONE

HIGHWAY COMMISSIONER'S REPORT:

- **General Maintenance**
 - Crews are crack sealing county and state highways
 - Crews are pulling up and compacting gravel shoulders
 - Crews are completing sign installation and repairs
 - Employees are removing all winter maintenance equipment from trucks and preparing construction equipment for upcoming projects

- **Office/Administration Staff**
 - Working on 2022 Highway Department annual financial report
 - New office staff is completing training on all highway department accounting software

8. OLD BUSINESS

- a. None

9. NEW BUSINESS

a. Discuss 2023 Highway Project Schedule:

- Highway Q project will begin next Tuesday, May 2nd, 2023.
 - Highway A to 19 will go until the end of June
 - Highway A to Highway B will go until mid to late August
 - Highway B to 89 will go until mid to late October
- Highway O
 - Project will begin at the end of June, early July
- Highway E
 - Project start April 24th, 2023 and is expected to go until mid-June

b. Discuss monthly financial account summary (YTD):

- Commissioner Kern reviewed the financial account summary with the committee and answered questions. Bill noted that Jefferson County has spent around 30% of its budget for the year. Some other counties that he spoke to have a \$0 or negative balance, so we are doing pretty well. No motion.

10. Highway Operations Report

Commissioner Kern presented the Highway Operations Report, noting that winter maintenance equipment is being removed from trucks and equipment is being prepared for upcoming construction projects.

11. REVIEW & APPROVE VOUCHERS:

The vouchers held the following totals resulting:

BILLS:	04/03/2023	\$	9,049.75
BILLS:	04/10/2023	\$	341.93
BILLS:	04/10/2023	\$	216,440.21
BILLS:	04/17/2023	\$	11,160.50
BILLS:	04/17/2023	\$	120.46
BILLS:	04/17/2023	\$	464.42
P CARD:	MARCH - KERN	\$	96.00
P CARD:	MARCH - UDOVICH	\$	8,699.58

P CARD: MARCH – BORTH	\$ <u>318.00</u>
TOTALS:	\$246,690.85

It was moved by Mr. Backlund and seconded by Mr. Lindl that the bills are approved as reviewed.

Carried by the following roll call:

AYES: Jaeckel, Backlund, Degner, Groose, Lindl

NOES: None

ABSENT: None

ABSTAIN: None

Motion by Mr. Lindl and seconded by Mr. Backlund to adjourn at 7:55 a.m.

Carried by the following roll call:

AYES: Jaeckel, Backlund, Degner, Groose, Lindl

NOES: None

ABSENT: None

ABSTAIN: None

The next meeting will be held on **Tuesday, May 30th, 2023, at 7:30 a.m.**, at the Jefferson County Highway Department.